

USACE FINANCE CENTER
BIWEEKLY REPORT
PERIOD ENDING 06 AUGUST 1999

CEFMS:

CEFMS ISSUES:

a. The first of two training (orientation) sessions on the current CEFMS capability for the operating budget and manpower was completed during the period 26-29 July. The training was presented at the UFC-Millington and preliminary indications are that the training was needed and well received by all attendees. The second session will be held 9-12 August. All sites have been provided the opportunity to attend.

The following is a summary of our collective impressions of the budget segment:

(1) **RUMORS:** There has been a lot of confusion and misinformation throughout USACE in regards to the operating budget functionality in CEFMS. We encountered numerous cases of sites not using various features of the CEFMS operating budget because *"they heard that it was not working" or "would cause irreversible problems"*. **In many cases, they had never tried it themselves and thus did not realize that it was working.**

(2) **PROBLEM REPORTS:** There seemed to be a misunderstanding about what should be submitted as a problem report and what should be submitted to HQUSACE Budget Office as a request for a new function, enhancement, or report.

(3) **OPERATING BUDGET MODULE (OBM):** The knowledge base was considered very good. USACE locations are using the operating budget to various degrees. **Attendees at the first session stated that none of them ever intended to imply that there was "no operating budget"**. However, they do have requests for additional reports and enhancements.

(4) **LOCAL ENVIRONMENTS:** Some locations have made internal decisions that make it more difficult and complicated to use the operating budget module, i.e., one district told us they created a separate funded work item for each inventory item in their warehouse. If they continue to budget at such a low level (i.e. individual inventory items), they will have to increase/approve a new operating budget every time they need to purchase more inventory.

(5) **TRAINING:** All attendees expressed appreciation for the opportunity to attend the training/orientation session. Even the sites that had been using the OBM in CEFMS to fund the direct Revolving Fund accounts for several years, felt the session provided some new insights and helped explain how the CEFMS team is handling enhancements, etc.

(6) **HQUSACE INVOLVEMENT:** Attendees were under the impression that new requirements, i.e., an Executive Summary Report had been passed on to the CEFMS team from HQUSACE. Evidently, the criteria for such a report had been identified and compiled by several attendees and forwarded to HQUSACE Budget Office. However, that requirement has not yet been provided to the CEFMS team.

The manpower session also went very well; a summary of our collective impression follows:

(7) **MANPOWER MODULE:** The field, as a whole, appears to be more knowledgeable of the CEFMS environment and how it affects manpower than the HQUSACE Manpower Office.

(8) **TRAINING:** The attendees were very grateful for the training and felt that it was beneficial. We were able to address many of their concerns about the methodologies used to extract and distribute manpower.

(9) **CEEMIS:** We demonstrated the CEFMS/CEEMIS interface for manpower and illustrated how the manpower reports can be consolidated (rolled up) at MSC and HQUSACE levels.

(10) **PROBLEM REPORTS:** As a result of the training/orientation, we were able to identify and consolidate a list of issues, which will be addressed by HQUSACE or through the CEFMS problem reporting system.

In summary, we believe that the training/orientation was beneficial both to the users and to us. After the second session we will consolidate all of the issues raised at both sessions and provide them to the appropriate office(s) for response.

b. Other CEFMS Issues and Actions.

(1) We fielded the Deferred Reporting functionality to all sites. This change provides for the automatic month-end closing and reporting for all sites. This modification provides for a reduction in manual effort and ensures consistency with month end reporting procedures.

(2) We met with Ken Stewart, the DISC4 representative on the Y2K testing on 6 August. We are still on track to receive a positive report but they wanted to separate CEFMS and REMIS. When Mr. Stewart completes the CEFMS review, he will begin to look at REMIS. We may need to participate in a joint test with REMIS depending on the level of testing and documentation available for REMIS.

(3) We completed the CEFMS role based security training. Our Oracle contractors put the session together for us so we could spread this knowledge throughout the development team (contractor and government employees).

(4) Captain Butler from ASA(FM&C) made initial contact with us this week on providing data to the DOD data warehouse--the Barbara Bonessa effort. We have forwarded the requested information to him for review and a determination on what is required and the frequency of submission. His initial request was for the Military Appropriations ICAR only. He thought all the information he needed was in that report. We told him that the Corps produces 45 ICARs and it takes 30 minutes to 2 hours to execute.

PROBLEM REPORTS/IMBALANCES:

a. The open problem report inventory is 893 versus 929 on the last report. The inventory includes 118 Priority #1 problem reports. The open inventory also includes 3 problem reports related to the CEFMS Modernization/GUI work management effort.

b. Forty-one (41) of the sixty-three databases have no imbalances, five (5) have one, six (6) have two, five (5) have three, two (2) have four, two (2) have five, and the remaining two sites (2) have six and nine respectively. The grand total of database imbalances across the system is sixty-five (65) versus forty-nine (49) on the last report.

ACCOUNTING OPERATIONS:

CONSOLIDATION OF OPERATING FINANCE AND ACCOUNTING FUNCTIONS:

UPCOMING CONSOLIDATIONS:

a. The currently scheduled consolidations were completed effective 1 August 1999.

b. This consolidation increases the total number of sites

served by the UFC to fifty-seven (57), fifty-six field databases plus our own.

c. The remaining six (6) locations are either OCONUS or service OCONUS locations using the "foreign currency" functionality in CEFMS.

NUMBER AND LOCATION OF ON BOARD PERSONNEL:

LOCATION:	NUMBER:
Huntsville	28
Millington	282
Washington	2
Other	1
DA Interns (Millington)	3
Total	316

DISBURSING WORKLOAD DATA:

PAYMENTS	As of 06/30/99	Current Month	Year to Date
BY CHECK:			
Checks Issued	254,988	6,519	261,507
Percent of Total	71%	58%	70%
Dollar Amount	\$3,728,799,257	\$24,833,729	\$3,753,632,986
BY EFT:			
Transfers Made	105,459	4,702	110,161
Percent of Total	29%	42%	30%
Dollar Amount	\$2,568,244,756	\$87,407,073	\$2,655,651,829

OTHER UFC ISSUES:

a. The Army Audit Agency (AAA) will be at the UFC on the 10th of August to provide an entrance briefing on Military Appropriations CFO statements. Mr. Ralph Burgess, Audit Manager, AAA, will be the lead and present the entrance briefing.

Mr. Burgess will be accompanied by three other AAA auditors and a representative from the DOD IG and one from the GAO.

The USAAA Team has requested a command briefing from the Director of the USACE Finance Center and a tour of the facilities. The audit group is expected to be at the UFC for a two-four month period to review disbursing and collection procedures. The scope of the review is Funds Balance with Treasury and Statement of Budgetary Resources.

b. On 27-29 July DFAS-DE and DFAS-IN representatives met with UFC personnel concerning Air Force appropriations and

reports. Most topics of discussion revolved around the processing and reporting of Air Force related transactions between the three activities, especially the AF7111 Report (USACE monthly Air Force net disbursement report) and the AF7110 Report (DFAS-IN net disbursement report). Actions to be accomplished by the UFC include:

(1) Train UFC accountants preparing the Air Force 7111 Report and the Air Force 7801 Report (Obligations and Expenditures). (This training was accomplished on 6 August).

(2) Provide DFAS-DE any needed documentation to research problem/aged items. When necessary, supported sites will be asked to provide documentation.

(3) Provide DFAS-IN a list of Air Force appropriations currently being reported by the USACE. (This has been accomplished.)

c. We are scheduled to initiate our relocation to building 787 on the Naval Support Activity on Friday 13 August. We expect to complete the relocation and be ready to resume full operations on Tuesday 17 August. Due to that relocation the disbursement schedule will be altered. No disbursements will be made 12, 13, or 16 August. On 17 August, only travel disbursements will be made. Normal disbursing operations will resume 18 August 1999. We plan to notify the field RM's and FAO's of the relocation by EMAIL no later than COB Tuesday 10 August.

d. We met with representatives from DFAS Headquarters and DFAS Indianapolis on Thursday 5 August. This meeting was requested by DFAS-HQ for USACE to provide a detailed explanation of certain information previously forwarded to them related to; (a) the services provided by the UFC and the customers, (b) listing of support received which was not paid for by UFC, (c) revenue by customer, (d) actual expenses by object class for FY 98, (e) revenue projections for FY 99 and FY 00, (f) projected work years for FY 99 and budgeted work years for FY 00, (g) listing of the automated systems used, (h) listing of the automated systems supported, (i) copy of the FY 98 Accounting reports, and (j) a copy of the MOA (NOTE: MOA is defined by DFAS as the Manpower Transfer document.) We will be developing a memorandum for the record of that meeting.